



**Date: October 23, 2019**

**Location: Arthur D. Healey School**

**Topic: New Membership, Norms and Planning**

**Members Present:** Dionne Aguillar-Nolan, Abbe Cohen Dvornik, Rachel Wildman, Kelly Best, Mary Ellen Carideo-Cobbs, Lauren Woldemariam, Nicole Madden, Steve Stephano, Sam Patton, Heidi Castro, Fluffy Bergman (MLC)

**Group Norms:**

- Model kindness as if our kids are in the room
- Stay committed to the task collector role and follow through with tasks. Ask for help when needed
- Start and end on time
- Have an agenda with a clear focus and to stay on task
- Strive to be sure that everyone has an equal voice (\*Decision Making Leadership)
- Share responsibility
- Agree to disagree, but once a decision is made we will accept that decision
- Strive to represent the Healey students or seek more information
- Assume best intentions
- Have conversations about data without judgment or blame
- Be prepared and come ready to engage. Read the agenda and do pre-work ahead of time. Send the agenda items as soon as the Tri-chairs have established them or work towards setting agenda items in the meeting
- Say it now, in the room. Avoid waiting till later to raise an issue.
- Balance your participation – speak and listen.
- Be present with the people you are meeting with. Put away phones and other devices during the meeting.
- Strive to reach consensus, but move on when we need to

Voting Parents	Voting Teachers	
<p><b>Parents:</b>            Dionne Aguillar-Nolan            Abbe Cohen Dvornik            Rachel Wildman            Luke Miratrix            Kelly Best            Danielle Ray            Savanna Payne</p>	<p><b>Healey Reps:</b>            Mary Ellen Carideo -Cobbs/Chris Glynn            Lauren Woldemariam            Nicole Madden            Steve Stephano            Sam Patton            TBD            TBD</p>	<p><b>Community</b>            Heidi Castro            Bruce Johnson (Tufts)            Fluffy Bergman(MLC)</p>

**Objectives:**

- To develop norms for the 2019-2021 Healey Site Council
- To review and define the purpose of School Site Councils
- To reflect on the recent Site Council Election process and identify strengths and areas of development.

## Materials:

- September 2019 minutes

## 4:00 -4:15 Welcome

- Introductions & Mission Moment
  - Mission moment is a moment to reflect on an experience that relates to the mission and core values (excellence, openness, joy, and creativity)
  - 7th & 8th grade - first time going to Philly and it will be the first round of Healey Swag. The students understand the power of community and fundraiser. The Healey Swag - Bruins colors sweatshirt and t-shirt, ¾ sweatshirt with no hood, throwback t-shirt. Orders in by Thanksgiving and delivered by Winter Break.
  - One student was unsure of the work we were doing. The student had a moment where the bulb was turning on and it showed on the student's face.
  - Creativity - teach writing with a claim, evidence, and explaining, but also have the flexibility to diverge from the model. A student took the prompt and really took it to a different and interesting perspective.
  - A teacher connected with a student about their interest in WW2.
  - A parent found a portion of a catapult that the student created.
  - A parent mentioned that 5th grade has been uptick in homework and the student has really enjoyed the writing portion of the homework. The homework was fun and interesting. It was nice that he doesn't mind doing homework.
  - The free food is coming back to the Healey in the community room. The community room is becoming a more welcoming environment. Looking for a couch.
  - The Healey playground meeting at the Mystic. It was a great meeting and the plans looked amazing.
  - A teacher mentioned that she has enjoyed working with a professor from Boston University on the science curriculum and it has been a great professional learning environment.
  - A student came back from a reading group. A student said that he really liked taking care of his friends and helping.
  - A student got his first packet of homework and was so excited. The student was reading to his Guinea pigs.
  - The first Healey families meeting was successful. It is one group of people and bring everyone together. The member also mentioned being excited about Literacy night and her own son reading to her.
  - Mystic grant - Mystic staff have the opportunity to come to the classroom. The staff member has been a positive influence and have brought joy and students are excited to see the Mystic staff. Hoping this is a connection between school and afterschool.
- Logistics
  - Site council is to advise the principal on budget and school improvement
  - The site council is to have an equal voice of parents and teachers
  - The regulations say that if you have two spots and there are only two spots then there is no need for an election, which was the case with the teachers
  - Breakthrough
    - A recommendation was made for Jennie from Breakthrough.
    - Breakthrough is a program that is for students from 6th grade to 12th grade.
    - They provide academic support in summer for middle school. They also provide enrichment activities.
    - 50 students from Somerville.
    - In High School, the summer component is different, such as helping them find jobs, college applications, etc. to support them to get to college.
    - In terms of the social component, the teachers in the summer are college students and are able to have strong relationships with the students.
    - Starting in 7th grade there is an afterschool component.
    - Currently, Breakthrough office is located at the Healey.

- Should there be term limits for Site Council?
  - What are the pros? cons?
  - Do we have term limits for all groups? Some groups?
- Mary Ellen asked if people are interested in being a Tri-chair to email her
  - Looking at adding a community member to the Tri-chair
- Approve Minutes
  - September 2019
  - Moving to another meeting after reviewing procedures

### **Data & School Improvement Plan**

- MCAS data is out
- We are going to look at the data and use that information to create goals for the School Improvement Plan
- There has been some progress in the data for English Learners, which in part has been promoted through the S.I.P.
- The communication goal will continue and are pushing the Healey Families website - streamline communication
- The parent focus groups mentioned that they did not know much about Site Council
- In June, do a preview for Site Council and come to a meeting if you are interested before the election in September

### **4:15-4:30 Site Council Election Reflection**

- What worked?
  - The numbering of the ballots felt positive
  - Translating all of the candidate information and was recognized by PIC as positive
- What needs to improve?
  - How can we improve the system for children of two-parent households?
    - 2 votes per open position (2 ballots per family)
  - One parent got 3 ballots.
  - Collection box in the tot lot or another location that is central for parents to return forms - not in the child's backpack
  - Difficult to vote because it was hard to flip back and forth through the pages (put checklist on the ballot first page)
  - Feature all the candidates on communication. Every day there is a different person to highlight with a picture and the information.

### **4:45-5:20 Norms**

- Norms
  - Members reviewed the norms individually
  - Question about the wording about “strive to represent the Healey students or seek more information” - not sure if they are related
    - Should we break the norm into two?
    - Should we include healey students and families
    - A member mentioned that this norm was made to create student voice and to get input if there are not representatives on the council
    - “Strive to represent the healey students by eliciting their perspective”
    - “Strive to enable Healey student representation”
    - “Strive to include the Healey student perspective”
  - Decision making norms are scattered in the norms
    - Be more specific about the norm “Strive to reach consensus, but move on when we need to”
  - Theme of work habits
    - Send the minutes out to the community
  - The norm “stay committed to the task collector role and follow through with tasks. Ask for help when needed.”
    - Perhaps clarify roles, such as timekeeper and notetaker

- Theme of Engagement
  - Participation, be present, equal voice, best intentions
- Organize the norms under themes
- A norm idea - a responsibility to share the work of the Site Council with the community
  - A member mentioned asked about clarity around how we communicate the meeting
  - Create standard talking points and messaging
  - A meeting in public, which is an open meeting. Anyone can come to listen to the meeting.
  - Make sure that the community is able to communicate with members of the site council, while not having open comments to help make sure that the agenda is adhered to

#### **5:20-5:30 Closing**

- 2nd Wednesday of each month
- Mary Ellen is sending date options for next meeting - Doodle Poll